



APPLICATION FOR REVISIONS TO APPROVED CONSTRUCTION DRAWINGS

For Office Use Only

File #: _____ Application Date: _____ Receipt #: _____ Planner: _____

Fee:

Construction Drawing Revisions: \$100 first page + \$20 each additional page

Project Name: _____ Project Acreage: _____

Address of Project: _____

Name of Applicant or Authorized Agent(s): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone#: _____ Cell#: _____ Fax#: _____ Email: _____

Name of Owner(s) (if other than applicant): _____

(if more than one owner, attach additional information for each owner to this application)

Address: _____ City: _____ State: _____ Zip: _____

Phone#: _____ Cell#: _____ Fax#: _____ Email: _____

Owner's Signature of Authorization to file: _____

(if more than one owner, attach the signature of each owner to this application)

Name of Licensed Engineer (if applicable): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone#: _____ Cell#: _____ Fax#: _____ Email: _____

Type of Amendment Requested: _____

APPLICATION SUBMITTAL PROCEDURES

- (1) _____ The applicant shall **MAKE AN APPOINTMENT** to meet with a member of the Planning Staff to submit the application and plans. **Plans that are "dropped off" without an appointment will not be accepted.**
- (2) _____ Once the application is determined complete by the Staff, the applicant shall submit:
 - (a) _____ All fees.
 - (b) _____ This completed application form.
 - (c) _____ *One (1) thirty-six by twenty-four (36 x 24) inch copy and One (1) eleven by seventeen (11 x 17) inch reproducible copy of each amended sheet.*
 - (d) _____ *One (1) copy of all other information including a **narrative**.*
 - (e) _____ *One (1) electronic copy of the complete submittal in PDF format.*

When all materials are submitted, the request will be scheduled for review by the Reviewing Departments (if necessary). Applications are scheduled on a first come first serve basis and space is limited. The deadline for submittals is Thursday at 4:00 pm.

SUBMITTAL REQUIREMENTS

Applications must include the following information, if applicable:

- (1) _____ A written description of the proposed amendment that identifies the following issues:
 - (a) _____ Reason for the proposed amendment.
 - (b) _____ An explanation of what is being changed.
 - (2) _____ Provide new pages of the construction drawings for review with all revisions highlighted or clouded.
 - (3) _____ Once the revisions have been reviewed by the DRC, provide *Seven (7) thirty-six by twenty-four (36 x 24) inch copies* and *Seven (7) eleven by seventeen (11 x 17) inch* final copies of each amended sheet on colored paper (blue, yellow, green, etc.) for distribution to the contractor and City inspectors.
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APPLICANT(S)/OWNER(S) CERTIFICATION

I (we) certify under penalty of perjury that this application and all information submitted as a part of this application is true, complete and accurate to the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I (we) understand that Lehi City may rescind any approval, or take any other legal or appropriate action. I (we) also acknowledge that I (we) have reviewed the applicable sections of the Lehi City Development Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I (we) also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicants Signature _____ Title _____ Date _____

REVIEW PROCESS FOR AMENDED CONSTRUCTION DRAWINGS

